

7:15 - 7:45 a.m. Service
Bureau

MINUTES OF BOARD OF DIRECTORS' MEETING
HELD SEPT. 28, 1961 at 6:00 P.M. at YW-YMCA

Present were:	Dr. Wood	Mrs. Lynn
	Miss Voigt	Mr. Williams
	Mr. Feuerstein	Mr. Arentz
	Mr. Sterling	Dr. Silverman
	Mr. Barlow	Father Berry
	Mr. Schaefer	Mr. Ellis
	Mr. Schein	Mr. Cooper
	Mr. Merdinger	Mr. Hardin
	Dr. Paddock	Mr. Jones
	Mrs. Burgess	

From Staff: Mr. Kilduff

Minutes of last Board Meeting were accepted as sent.

TREASURER'S REPORT

Mr. Cooper gave the Treasurer's Report for the period ending August 31, 1961 showing - eight months Disbursements \$59,697.57 - eight months Receipts \$55,222.48 - Disbursements in excess of Receipts \$4,475.09. During the summer months, he informed the Board the following proceeds from Estates were received. In June, the agency received \$486.17 from the Amos VanHorn Estate and in August, \$1598.60 from the Schuyler Jackson Estate. These proceeds have been placed in our Capital Account.

In discussing the financial obligations of the Family Service Bureau between now and December 31st, he said that the expenses for the calendar year 1961 will be around \$93,000, which reflects a \$3,000 decrease from last year. To meet these financial obligations, an additional \$5500 will be needed between now and December 31st. The Capital Account of the agency has already been invaded through the sale of 102 shares of Royal Dutch Petroleum. The total estimated deficit at this time through December 31st will be in the neighborhood of \$9700. At present in our Capital Account there is cash totaling \$2,206.84. This cash could be transferred by Board action to the Operating Account of the agency, to take care of the immediate deficit. In the meantime, the Finance Committee could ascertain between now and the next Board Meeting what changes be made in the portfolio to meet the additional \$2300 to cover the estimated deficit of \$5500.

After discussion by the Board, Mr. Jones moved that the portfolio of the agency be invaded for this additional \$5500. It was seconded by Mr. Sterling and unanimously passed.

FINANCE COMMITTEE

Each member of the Board received a Portfolio of the Agency and the Stock and Bond Market Quotations as of 9-26-61. The portfolio showed an appreciation in value of \$3,000.

APPOINTMENT OF CHAIRMEN AND COMMITTEES

Each member of the Board present received a copy of Committee Assignments for the year. Mr. Hardin asked if all of them would accept their appointments and if any members would like to serve on other committees they should contact him.

BOARD RESIGNATION

Mr. Hardin read a letter of resignation dated 8-29-61 from Dr. Steuart, who stated that because of commitments during the next year it would be impossible for him to be an active member of the Board. The resignation was accepted with regret. The Executive Secretary was instructed to draft a letter to Dr. Steuart informing him of the Board's action.

Mr. Hardin also stated that he had set up two Ad Hoc committees, the first to be called Negotiating Committee for the Sale of Buildings, composed of Mr. Jones as Chairman, Mr. Feuerstein and Mr. Chanalis. Ex-officio members of this committee will be Mr. Hardin, Dr. Wood and Mr. Kilduff. The second committee is Relocation for New Building. Mr. Merdinger has accepted the Chairmanship and other members of his committee will be Mrs. Lynn, Mr. Geaney and Mr. Wilson. Ex-officio members will be Mr. Hardin, Dr. Wood and Mr. Kilduff.

50TH BIENNIAL MEETING

Mr. Kilduff informed the Board that the 50th Biennial Meeting of the Family Service Association of America will take place in New York on November 12, 13, 14 and 15. Mr. Wilson from our Board was on the Biennial Planning Committee and Mr. Geaney on the Local Arrangements Committee. Mr. Kilduff urged the Board Members to attend this Biennial Conference, as it would be well worth their time. It will be held at the Commodore Hotel.

AGENCY ACTIVITY

Mr. Kilduff gave the Agency Report for the summer months and said that June, July and August of 1961 were the heaviest summer months the agency has had for many years. The staff during this period averaged over 600 appointment hours each month, with intake on the increase during this period.

APPOINTMENT OF BUDGET REPRESENTATIVE TO WELFARE FEDERATION

Mr. Hardin informed the Board that the Welfare Federation had requested a Budget Representative from our agency for the next three years. Mr. Merdinger has been our Budget Representative since 1959. Appointment of a Budget Representative was deferred at this meeting and will be made at a later date. *

The next meeting of the Board of Directors will take place on Thursday, October 26, 1961 at 6:00 P.M.

Edward V. Kilduff
Executive Secretary

* At the request of Mr. Hardin, Mr. Kilduff contacted Mr. Wilson and asked him to accept the assignment as the Agency's Budget Representative to the Welfare Federation. Mr. Wilson in a telephone conversation with Mr. Kilduff on 10-4-61 accepted the assignment.